

S: 30 September 1997

CEIM-L (25-5b)

17 July 1997

MEMORANDUM THRU COMMANDERS, ALL USACE COMMANDS

FOR Directors/Chiefs of Information Management

SUBJECT: Information Mission Area (IMA) Planning Guidance
For FY98-FY05

1. Reference:

a. AR 25-1, 25 April 1997, The Army Information Resource Management Program.

b. DA PAM 25-2, 30 April 1991, Information Mission Area Planning Process.

c. Memorandum, CEIM-PP, 1 May 1991, subject: 1991 Information Planning Guidance.

d. Memorandum, CEIM-L, 3 July 1995, subject: Information Mission Area (IMA) Planning Guidance For FY96-FY03.

e. The Government Performance and Results Act (GPRA) (Public Law 103-62).

f. The Paperwork Reduction Act of 1995 (Public Law 104-13).

g. The Information Technology Management Reform Act (ITMRA) of 1996 (Public Law 104-106).

h. Memorandum, CEIM-L, 24 June 1997, subject: Requirement Statements Realignment Plan Information Mission Area (IMA).

2. This memorandum announces the opening of the Requirement Statement Management System for the FY98-05 planning cycle and provides changes to the Category Guidance contained in Section 3, of the Information Mission Area (IMA) Planning Guidance reference 1.c. and 1.d. It applies to HQUSACE, all Major Subordinate Commands (MSC), Districts, Laboratories (Labs), and Field Operating Activities (FOA).

3. References 1.f. and 1.g. have provided Federal Agencies with the opportunity to acquire and manage information technology (IT). (See references on the internet at: "www.usace.army.mil/inet/functions/im/lcmis/imit/cio.htm", CIO Reference Library.) Agencies are now responsible for analyzing, tracking, and evaluating the risks and results of these CEIM-L

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acquisitions for IT resources, to include their actual costs and benefits. These planning actions relate to the accomplishments and most importantly, maintaining their IT budget. As a result, the Department of the Army IMA Planning Program is in a transitional phase. The increase emphasis on the planning and management for the investment of information resources requires a major revamping of the IMA Planning Process. In the interim, the current Corps' Planning Guidance will continue in affect until new guidance is developed that reflects the requirements of these new laws.

4. The Requirement Statement Management System (RSMS) will open for entering new RSs for the FY98 planning cycle on 23 July 1997 and remain open until 30 September 1997. New RSs entered after 30 September 1997 will be considered out-of-cycle. The new RS category guidance is available on the **USACE/HomePage** by selecting **Information** from the index, then select **I** or **R** to link with the RS Category Guidance. Category changes include: **updates** to categories CW85001, CEXX002, CEXX003, CEXX005, CEXX010, CEXX012 and CEXX013; **deletes** category CW88001; and **adds** new category CEXX020, Internet.

5. Requirement Statements in RSMS have **not** been realigned to reflect the organizational changes precipitated by the Division Restructuring Plan, implemented 1 April 1997. We now anticipate approval to convert the database on 4 August 1997. This will not prevent planners (at Districts affected by the restructuring) from developing new RSs. However, Delegated Validation Authorities (DVA) will **not** be able to validate those RSs until the database is converted. Once the database is converted, planners assigned new CEAP-1A user-ids will need to notify the Life Cycle Management Division of the changed user-id, before they can access their RSs.

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FOR THE COMMANDER:

/s/
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